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MEMORANDUM FOR: Director of Research and Development

FROM: John M. Ray  
Director of Logistics

SUBJECT: ORD Space Requirements

REFERENCE: Memo to D/OL, from D/ORD, dated 10 Feb 88, Same Subject

*Phil:*

1. My apologies for this tardy response. [redacted] was under the impression that his telephone discussion with [redacted] subsequent to our meeting with you on 7 January 1988 sufficed.

2. We still believe that the [redacted] is the ultimate solution to your expansion needs. In the interim, we will try to help you as the situation permits. The first opportunity to do so will not occur until early 1989 when the Office of Personnel elements in Ames are scheduled to move to the new building, freeing up some 10,000 square feet of space in Ames. As I noted in our January session, however, I cannot promise you this space at this time. The Director of Central Intelligence is mandating changes in the Agency's organizational structure which are requiring us to use up substantial square footage which otherwise would be available. We are not sure at this time how many more changes will occur, and thus we are not in a position to make promises over the long term.

3. We understand your need and will do our best to resolve it to the extent possible within existing space over the next year. Interim external space is, as you note, very expensive to fit up, particularly with regard to communications. Unfortunately, ironclad guarantees for existing space are not possible at this time.

John M. Ray

CONFIDENTIAL

SUBJECT: ORD Space Requirements

25X1 OL/FMD  (22 March 1988)  
Retyped: O-D/L:mgk (25 March 88)

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- 1 - OL Files
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- 1 - OL/HCS



ORD 156-88

10 February 1988

MEMORANDUM FOR: Director of Logistics

FROM: Philip K. Eckman  
Director of Research and Development

SUBJECT: ORD Space Requirements

25X1 1. This to confirm our meeting on 7 January 1988, and the follow-up  
conversations between [redacted] on our requirements for  
office/laboratory space. Due to crowding of our current facilities and  
projected growth, we will need approximately 10,000 square feet of  
additional net usable office space within the next year. We would strongly  
prefer that the new space be located on one floor at the Ames Building;  
proximity of our researchers to their peers and to us is an important factor  
in our business. This space would tide us over until the planned move into  
25X1 [redacted] in 1991. However, as I mentioned to you the track record  
of previously developed plans for moving ORD into new Agency buildings has  
been poor, both in terms of schedule and actual occupancy. Prudence dic-  
tates that we get a solid commitment for this block of space in Ames at this  
time. If this is not possible, we may be forced to look for an interim  
25X1 building to house ORD in the next year or so to meet our needs, and to  
protect against contingencies in [redacted] construction and Ames availability.  
This would be an expensive undertaking, but I am unaware of other suitable  
alternatives.

25X1 2. I would greatly appreciate your response to this request.

[redacted]  
Philip K. Eckman

cc: Evans Hineman, DDS&T

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